Dining Facility Menu Management

- All costs must be known to be controlled.
- If you allow staff to eat at no cost, you receive no credit.
- Insanity equals = Doing the same thing over and over again, and expecting different results.

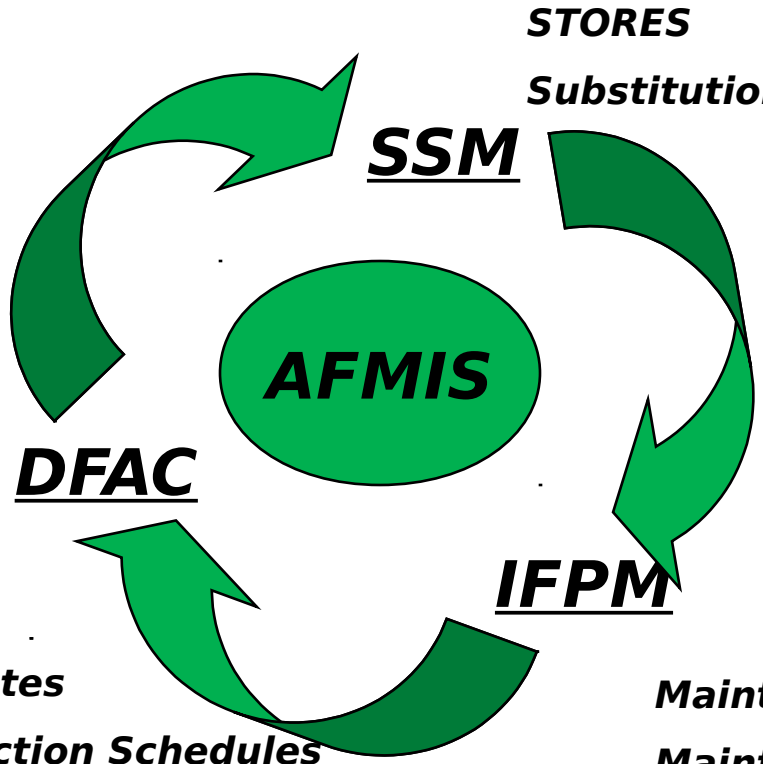
Goal: <u>Consistency.</u>

- **Hot foods served hot, cold foods served cold.**
- **Well-prepared and presented foods.**
- **A variety of choices always available.**
- **Dining concept.**
- **Pleasant service.**

Dining Facility Menu Management

- **Reinforce good management procedures.**
  - **Menu planning cost estimate.**
  - **Post meal cost estimate.**
  - **Identify noticeable trends.**
  - **Analyze problem areas.**
  - **Develop solutions and adjust.**

Dining Facility Menu Management



STORES

Substitutions

The Army Food Program

AR 30-22
DA PAM 30-22

Develops Menus

Maintains Templates

Completes Production Schedules

Inputs Kitchen Requisitions

Conducts Inventories

Orders rations

Maintains Recipes

Maintains Budget

Chairs FSMB

Oversees Program

Dining Facility Menu Management

Developing a Cycle Menu

- Can reduce the number of items in the inventory.
- Streamlines administrative work – simplifies the use of production schedule templates and expedites the ordering process.
- Cooks become consistent in product preparation and can provide input back to management.
- Provides a basis for costing out your menus and establishing par ration levels.
- You must incorporate the Army Menu Standards – DA PAM 30-22 paragraph 3-70.

Dining Facility Menu Management

Cycle Menu Process

- Cycle Menu Considerations:
  - Style of service/concept.
  - Dining facility staffing.
  - Dining facility equipment limitations.
  - BDFA.
  - Account status.
  - Customer preferences/demographics/marketing.
  - Projected headcount.
  - Special occasions.
  - Pricing offset/expensive vs. inexpensive mix.

Dining Facility Menu Management

Cycle Menu Process

- Food Product Considerations:
  - Market costs during the year.
  - Nutritional adequacy.
  - Product availability.
  - Variety and balance.
  - Low-calorie items.
  - Pre-prepared vs. in-house preparation.
  - Cost per item/within BDFA.

Dining Facility Menu Management

Pre-Cost the Cycle Menu

- Input the Cycle menus into AFMIS (Templates).

- When generating Production Schedules:
  - Input at least 5 days before the meal is to be served.
  - Review historical meal headcount, (weather, time of year, troop activities) to achieve a realistic projected headcount.
  - Review popularity of past meals.
  - Plan for back up food items.
  - Review BOH, (stockage level report) for non-moving items.
  - Put all items on 1 production schedule.
  - Put the estimated quantities in for SOP items (do not put 1 or leave blank or you will not get a estimated cost).
  - After input of Production schedules AFMIS will generate approximate cost of the meal.

Dining Facility Menu Management

Pre-Cost the Cycle Menu

- AFMIS Recipe Cards and SOPs must be current and written correctly to get accurate cost.
  - Ensure recipe cards reflect the right product by TIIN.
  - Ensure use of correct recipe variation.
  - SOPs must be input into AFMIS.
  - Kitchen Requisitions will let you know if correct product is reflected in the recipe.
  - Kitchen requisition will give actual cost after items are input into AFMIS (this will only be as accurate as your issue procedures).

- Compare the cost of the meal with the BDFA.
  - By Meal: Divide the cost of the meal reflected on the Production. Schedule with the projected headcount.
    - Each menu cycle should have high-cost vs. low-cost meals.

Dining Facility Menu Management

Purchasing

- Review Catalog for:
  - Best Value food items.
  - Best packaging, case counts to fit your operation.
- Compare AFMIS shopping list requirement with:
  - BOH/stockage level.
  - Due-ins.
  - Due-outs/projected Use.
  - Establish par stocks.
- Submit shopping lists in a timely manner.
- Review order worksheets with unavailable items inquiry.
- Create order templates where applicable.

Dining Facility Menu Management

Receiving, Storage and Issue

- Date all food items with date received.
- Use FIFO, First to Expire stock rotation with the exception of bread.
- Record items on Kitchen Requisitions.
  - Input item only if used on that meal.
  - If bulk issue system is used only issue enough for the day and spread the item over each meal it is used for .
  - Write-ins on the kitchen requisition is a red flag that items are not on recipes/sops/or wrong recipe variation is being used.
  - The Kitchen Requisition will give you the meal cost.
- Check dates on rations to see if they are being used in a timely manner.

Dining Facility Menu Management

Receiving, Storage and Issue

- Conduct 100% weekly physical inventories, this will give a more accurate accounting for subsistence, and a more accurate account status.
- The price of food items can change weekly, refer to the Inventory Adjustment Monetary Account report (IAMA) weekly.
- Food items are charged to your account when issued and input into AFMIS from the kitchen requisition.

Dining Facility Menu Management

Food Preparation

- Utilize meal production tools, (Food Risk Management, recipe cards, etc.).
- Control preparation waste.
- Sample each food product.
- Utilize progressive cookery.
- Serve foods at proper temperature.

Dining Facility Menu Management

Service

- Review portion sizes with servers prior to the meal.
- Do not under serve customers.
- Monitor headcount flow to establish peak periods.
- Annotate run-out times of entrees to plan for the next time that particular item is served.
- Get diner feedback for future menu planning.
- Monitor plate waste (at the tray drop off point).

Dining Facility Menu Management

Post Meal Analysis

- Accurately record meal data on production schedules and kitchen requisitions.
- Kitchen requisitions are not 100% accurate due to human error.
- Kitchen requisitions are a working tool and give you a daily estimate of actual meal cost.
- Review meal cost.
  - Use the Meal Cost Analysis Worksheet to track.
  - To get Meal Cost:
    - review completed Kitchen Requisition after input into AFMIS for estimated cost of the meal.

Dining Facility Menu Management

Practical Exercise: Meal Cost Analysis

- Tomorrow's Date: 20 Feb 09

- BDFA: $8.19 Brk $1.64 Lun $3.27 Din $3.28

Projected Plate Cost (lunch meal):

Menu Cycle Day:	1	2	3	4	5
Proj H/C:	300	250	365	240	325
Proj P/S Cost:	$900	$900	$1200	$670	$1200

Actual Plate Cost (lunch meal):

Menu Cycle Day:	1	2	3	4	5
Act H/C:	279	240	248	250	320
Act K/R Cost:	$900	$966	$950	$700	$1050

Actual numbers 10 or more off from projection annotated in red.

Dining Facility Menu Management

Practical Exercise: Meal Cost Analysis

BDFA: $8.19 Brk $1.64 Lun $3.27 Din $3.28

Projected Plate Cost (lunch meal):

Menu Cycle Day:	1	2	3	4	5
Proj H/C:	300	250	365	240	325
Proj P/S Cost:	$900	$900	$1200	$670	$1200
	$3.00	$3.60	$3.28	$2.79	$3.69

Menus can be adjusted prior to the day of service to align with the BDFA from the projections.

Actual Plate Cost (lunch meal):

Menu Cycle Day:	1	2	3	4	5
Act H/C:	279	240	248	250	320
Act K/R Cost:	$900	$966	$950	$700	$1050
	$3.23	$4.03	$3.83	$2.80	$3.28

Actual plate cost above the BDFA are annotated in red.

profit or loss calculator.

Day 1 $3.27X279=$912.33
$900 divided by 279=$3.2258-$3.27=0.0442X279= +12.33

Day 2 $3.27X240=$784.80
$966 divided by 240=$4.025-$3.27=0.755X240= -181.20

Dining Facility Menu Management

Popularity Index

- Use Meal Projection and Entrée Popularity Index Worksheet. Formula:
  - Total Servings Prepared: 100
  - Minus Servings Leftover or Discarded: - 17
  - Equals Servings to Customers: 83
  - Divide by Total Headcount (%): ÷239
  - Equals Popularity Index: 0.3472

X100

34.72 =35%

- For future meals, use the popularity index times the projected headcount to arrive at the estimated number of servings needed to be prepared:

  0.35(%) X 275(Projected HC) = 96.25 rounded down to 95 servings.

Dining Facility Menu Management
Practical Exercise:
Meal Projection and Entrée Popularity Index

- Yesterday's Date: 20 Feb 09

- Projected Headcount (lunch meal): 350
- Actual Headcount: 332

Entrees	Prepared	Served
Fried Chicken	100	100
Lasagna	100	92
Roast Beef	50	35

Use formula from previous page to discover the popularity index of

these items.

Questions?

Talk to your diners!